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Ravalli County Commissioners

Montana Board of Crime Control

United States Department of Justice
Office of Juvenile Justice and Delinquency Prevention

Al Davis, Compliance Monitor Contractor
1 Wood Court
Helena, Montana 59601
(406)439-6061
allandavis@bresnan.net

Montana Board of Crime Contro
(406)-444-3604
FAX (406)444-4722
3075 North Montana
Helena, Mt. 59620

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Chris Hoffman; Sheriff

205 Bedford Street, Suite G

Hamilton, MT 59840

Date: October 2, 2007

RE: Juvenile Justice Compliance Audit

Dear Sheriff Hoffman;

The Office of Juvenile Justice and Delinquency Planning (O.J.J.D.P.) require that all jurisdictions that process juveniles be regularly audited to ascertain compliance with the Juvenile Justice Act of 1972. The audit is required whether or not juveniles were securely detained in your jurisdiction.

Al Davis, Compliance Monitor for OJJDP, has scheduled an audit review of your department for **Wednesday October 10th at 10:00 A.M.** It is requested that either you or your designated representative be available to assist in this audit. The process typically takes about 2 hours and includes;

1. The completion of the Montana Board of Crime Control *Monitoring Form A – Law Enforcement Departments*;
2. A review of any records of youth securely held for the past 12 months for violations of the Youth Court Act or JJDP Act;
3. A review of any policies pertaining to the handling of juvenile offenders;
4. A tour of the jail, lockup, or other areas used to hold/process juveniles.

If you have any questions regarding this scheduled audit, please contact Al Davis at (406) 439-6061). Thank you for your attention to this matter.

Sincerely,

Heather Lieberg,

Administrative Assistant

cc: County Commissioners ✓

Probation Officer


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